



# HAMILTON COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

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## MINUTES

### LEPC Meeting Minutes, November 14, 2007

A meeting of the Hamilton County Local Emergency Planning Committee (LEPC) was held November 14, 2007 at Wally's Restaurant, 6521 Ringgold Rd., East Ridge, TN. The following constitutes the minutes of that meeting.

#### Those in attendance were:

Bruce Garner, CFD; **Chairman**  
Dawn Ford, Health Dept., **V/Chair**  
Larry Martin, McKee Foods, **Vice/Chair**  
David Darnell, BASF, **Vice Chair**  
Jack Gray, Pathway Polymers, **Vice/Chair**  
John Piotter, Guardian Group, **Vice/Chair**  
Garish Patel, ALCO Chemical, **V/Chair**  
Bill Tittle, Ham. Co. Emer. Mgnt. **Vice/Chair**  
Wayne Stuntz, **Secretary/Treasurer**  
Dan Gilley, TN OHS (**Speaker**)  
James Grantham, Harcros Chem. (**Speaker**)  
Aaron Thomas, Harcros Chem. (**Speaker**)  
Caroline Williams, LWV  
Tim Arnold, USCG-Auxiliary  
Karen Dale, INVISTA  
Mike Flynn, Sr., East Ridge Fire  
John Moorshead, DPC Enterprises  
John Bennett, JIT Chemical Corp.  
Susan Holmes, TN American Water  
Mark Starrett, Chattanooga Gas Co.  
Tommy Arthur, Nu-Foam Prod., Inc.  
Dusty Rominger, W.R.Grace

Dan Coleman, ADTECH Ceramics  
Mark Hogan, ALSTOM  
Mickey Blevins, ALSTOM  
Robert McCain, Chattanooga Gas  
Sandra Polly, TNSG  
Libby Forrester, Cherokee Cleaning  
Mark Zinnanti, TN Amer. Water  
Mike Poe, SOFIX Corp.  
Tim McDonald, City of Chattanooga  
Chris McCormack, SRT Safety  
Steve Lamb, SRT Safety  
Charles Burton, Grace Engineering  
Brad Parr, Chattem Chemicals  
Jason Allen, Chattem Chemicals  
Pam McElroy, Adtech Ceramics  
Dan Coleman, Adtech Ceramics  
Chuck Nichols, CFD  
Karen Morin, SEI  
David Debuty, SEI

**Introductory Remarks:** Chairman Garner began by welcoming all in attendance and asked for personal introductions.

Chairman Garner commented on the excellent turn-out for the meeting and then asked if there was anyone in attendance who wished to join the LEPC.

- Chris McCormack with SRT Safety asked to become a member. Motion was made by Dawn Ford to accept SRT Safety as a new member, seconded by John Bennett. Motion carried.

**Old Business:**

- Motion to approve September 12, 2007 LEPC meeting minutes made by Ms. Caroline Williams, seconded by Ms. Sandra Polly. No further discussion. Motion carried.
- Financial report presented by Secretary Wayne Stuntz. Motion to approve Financial report as presented made by Mr. Larry Martin, seconded by Mr. Jack Gray. No further discussion. Motion carried.
  - Mr. David Debuty offered a suggestion that the LEPC could publish meeting notice ads in the *Chattanooga.com* as an additional source of advertisement—free of charge.
- Chairman Garner spoke briefly about the LEPC Audit conducted by the County Auditor's department saying the audit covered the period 2003 through 2006 and noted that all was well with the audit—but, the auditor's made three recommendations that might improve accounting. Bruce said he sent a letter to County Auditor Bill McGriff, stating the LEPC would honor the intent of recommendations made, which were:
  - purchase a computer software program such as *Quick Books* to better track all financial transactions, and
  - if the LEPC contracts with an individual to perform any kind of work for pay, the LEPC complete a Federal Form 1099-MISC, and file it with the IRS, and
  - the LEPC will invest \$15,000 of its cash balance in a six-month certificate of deposit to maximize investment income.

**New Business:**

**Program:**

**Anhydrous Ammonia Incident at Harcros Chemical Plant**

- Chairman Garner then turned the meeting over to V/Chair John Piotter, who introduced the first guest speaker(s) for the day. Mr. Piotter introduced Mr. James Grantham, Plant Manager and Mr. Aaron Thomas of the Harcros Chemical Plant in Dalton, Georgia who gave an excellent account of problems and lessons learned as they dealt with a recent anhydrous ammonia incident at their plant. Mr. Grantham offered a great lesson learned tip to the membership, and that is to put important phone numbers and reportable chemicals on a laminated card and provide key staff members. If you are forced to evacuate immediately, you will have that important information with you, no matter where you go. A question and answer period followed.

**Update on New Dept. of Homeland Security (DHS) Chemical Security Regulations**

- Mr. Darnell then introduced our second guest speaker: Mr. Dan Gilley, Regional Advisor for Southeast Tennessee Department of Homeland Security. Mr. Gilley covered the following with regard to the new DHS Chemical Security regulation.

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- November 2, 2007 official date for release of the Appendix A of the Chemical Facility Anti-Terrorism Standard (CFATS) to regulate security at chemical facilities possessing a threshold quantity of a list of 300 chemicals.
- Mr. Gilley explained that all chemical facilities are to complete, within 60 days of the date that DHS publishes the final version of Appendix A, an on-line questionnaire called “Top Screen” to determine whether a facility presents a high level of security risk.
- Mr. Gilley took the opportunity to explain that the TN Office of Homeland Security (TN OHS) falls under the Governor and the Commissioner of Safety, Director Dave Mitchell. He said that his office is not in the regulatory or enforcement business—that responsibility lies with the Department of Homeland Security in Washington.
- Mr. Gilley said that the TN OHS’s main mission is to work as partners with the private sector to build-up the public safety sectors ability to detect and deter potential terrorism. Mr. Gilley:
  - said that when DHS visits a facility, it is there to determine, (because of certain substances and quantities exist at the facility) if it can make local responders eligible for federal dollars.
  - provided reference to the DHS website [www.dhs.gov/chemicalsecurity](http://www.dhs.gov/chemicalsecurity) for facilities to register to use the Chemical Security Assessment Tool (CSAT) Top-Screen to make preliminary determinations about whether facilities present a high level of security risk.
  - said that after the first of the year, the TN OHS will be “knocking on your door” to educate the private sector on a “voluntary” program called Automated Critical Asset Management System (ACAMS), a web-enabled information services that provides state and local government users with the ability to collect and use asset data and protection information to develop incident response and recovery plans to protect infrastructure assets.
  - spoke briefly about INFRAGARD, a private sector vehicle for Federal & State agencies (FBI, DHS, TBI, and others) to reach out to the InfoSec, Physical Security, and First Responder experts in the State of TN. Dan passed out a brochure on the subject, and urged those who are not members join the DHS in a partnership for protection. A question and answer period ensued.

#### **Other Business:**

- Ms. Caroline Williams updated the Committee on the Army Volunteer Site and their efforts to inform the public of new techniques contractors are using to deal with environmental

issues that exist at the former TNT plant. Caroline said that as a member of the Army's Rehabilitation Advisory Committee, she was quite pleased with the progress being made to clean up ground pollution at the site.

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- Bill Tittle spoke briefly about the public's false sense of security when it comes to the community's ability to cope with a surge capacity that would overwhelm the capability of local hospitals to handle a large emergency. For that reason, Bill said that new efforts are forthcoming to emphasize public preparedness/awareness (i.e. what shelter in place means; educating the public on how to become better prepared to take care of themselves in a supply and demand society—through a better media campaign; updating the county website, etc.)
- Mr. John Piotter, on behalf of all who took the LEPC's recent HAZWOPER course, took the opportunity to recognize and thank Tactical Services Chief Chuck Nichols for his outstanding efforts in putting on the best HAZWOPER course ever—bar none.
- Chairman Garner said that he had received an inquiry about when the next CPR/First Aid class would be offered and added that based on instructor availability, the LEPC would try to offer it again—perhaps in the Spring of 2008.

**Date and Location of Next Meeting:**

- Next meeting is January 9, 2007, 10:30 a.m. at Wally's Restaurant, 6521 Ringgold Rd, East Ridge, Tennessee.

**Adjournment**